

**Ocean Springs, Mississippi
Request for Proposals
Engineering Services**

The City of Ocean Springs, Mississippi is requesting Statements of Qualifications from qualified individuals or firms to provide Engineering Design and Construction Administration Services for Elevated Control Panel Platforms at seven lift stations. All services will be provided in accordance with applicable state and federal rules and regulations.

The Statement of Qualifications will be received in the office of the City Clerk, City of Ocean Springs, 1018 Porter Ave, Ocean Springs, MS 39564 until Friday, December 6, 2019.

All Statement of Qualifications should be submitted in a sealed envelope and properly labeled as:

Proposals shall be sealed and properly labeled as:

- **PROPOSAL FOR ENGINEERING, DESIGN SERVICES, AND CONSTRUCTION ADMINISTRATION SERVICES FOR ELEVATED CONTROL PANELS PLATFORMS AT SEVEN LIFTSTATIONS.**

Proposals may be delivered or mailed to the following no later than 5:00 p.m. FRIDAY, DECEMBER 6, 2019.

Attn: City Clerk, City of Ocean Springs
Hand-Deliver: 1018 Porter Avenue, Ocean Springs, MS 39564
Mailing: Post Office Box 1800, Ocean Springs, MS 39566-1800

Scope of Work: The work will include civil and structural engineering services for the design of metal elevated platforms to support lift station control panels and electrical service equipment including electrical modifications to the existing electrical control equipment, site work, survey, and documents to support property acquisition. The services will include technical specifications, project drawings, bid preparation, bid phase review, evaluation, recommendation and construction administration.

Content and Evaluation: The statement of Qualifications will be reviewed and evaluated in accordance with the following factors/criteria:

1. Experience of the individual/firm with similar work.
2. Qualifications of the principal members assigned to the project.
3. Capacity for performance of the individual/firm to perform and complete the work in a timely manner.

The Statement of Qualifications will be reviewed and rated in accordance with the following criteria:

1. Experience – 40 points
2. Qualifications – 40 points
3. Capacity for Performance – 20 points

Total Points: 100 points

Statement of Qualifications will be reviewed and evaluated by a Selection Committee using the above evaluation criteria. The recommendation of the Selection Committee will be submitted to the Mayor and the Ocean Springs Board of Alderman for consideration of contract negotiations.

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The Selection Committee will review and rate each proposal and select the best proposal based on the above rating factors/criteria. The Selection Committee will recommend the selected firm/individual to the Governing Body. **Seven (7) copies of each proposal shall be submitted.**

Publish One (2) Times in Legal Section on: Thursday, October 31, 2019
Thursday, November 7, 2019

Send Invoice and Proof of Publication To: City Clerk
City of Ocean Springs
Post Office Box 1800
Ocean Springs, MS 39566-1800